

SHERIDAN TOWNSHIP
CALHOUN COUNTY
AUDIT REPORT
FOR THE YEAR ENDED MARCH 31, 2007

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INDEPENDENT AUDITOR'S REPORT

Honorable Board Members
Sheridan Township
Albion, MI 49224

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Sheridan Township, Albion, Michigan, as of and for the year ended March 31, 2007, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the Sheridan Township management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Sheridan Township, Albion, Michigan, as of March 31, 2007, and the respective changes in financial position thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Honorable Board Members
Sheridan Township
Albion, MI 48821

The management's discussion and analysis, pages 3 through 6, budgetary comparison information, pages 24 through 25, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquires of management regarding methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Sheridan Township, Albion, Michigan, basic financial statements. The schedule of indebtedness is presented for purposes of additional analysis and is not a required part of the basic financial statements. The schedule of indebtedness has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we express no opinion on it.

Cardinal Teperetti & Co., P.C.

Grand Ledge, Michigan
June 15, 2008

SHERIDAN TOWNSHIP
MANAGEMENT'S DISCUSSION AND ANALYSIS
FOR YEAR ENDED MARCH 31, 2007

The management of the Sheridan Township, ("the Township") offers this narrative overview and analysis of the financial activities of the Township for the year ended March 31, 2007 for the benefit of the readers of these financial statements. This management's discussion and analysis is intended to assist the reader in focusing on significant financial issues and to provide an overview of the Township's financial activity. We encourage readers to consider the information presented here in conjunction with the financial statements as a whole, which can be found in this report.

Financial Highlights

The assets of the Township exceeded its liabilities at the close of the year by \$1,284,385 (net assets). Of this amount, \$537,468 (unrestricted net assets) may be used to meet the Township's ongoing obligations to citizens and creditors.

The Township's total net assets increased by \$39,584.

Overview of the Financial Statements

The Township's financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The report also contains other supplementary information in addition to the basic financial statements.

This report includes government-wide statements as required by GASB Statement Number 34. The government-wide financial statements are designed to provide a broad overview of the Township's financial position. The Statement of Net Assets and the Statement of Activities are two new financial statements that report information about the Township as a whole, and provide measurements of long-term trends. They are presented using a method of accounting that is similar to a private-sector business.

The Statement of Net Assets presents information on all of the Township's assets and liabilities, the difference between the two being reported as the Net Assets of the Township. Over time, increases or decreases in net assets can serve as a useful indicator of whether the financial position of the Township is improving or deteriorating.

The Statement of Activities gives the information on the revenues and expenses causing the underlying change in the government's net assets during the most recent year. All changes in net assets are reported as soon as the change occurs, regardless of the timing of related cash flows.

The government-wide financial statements can be found on pages 6 and 7 of this report.

Focus on Funds

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific

activities or objectives. The Township uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The funds of the Township are categorized as governmental funds.

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of expendable resources, as well as on balances of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide information to facilitate this comparison between governmental funds and governmental activities.

The Township maintains three individual governmental funds. Information is presented in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balance. The general, fire department, and sewer project debt service funds are considered to be major funds.

The Township adopts an annual appropriated budget for its general fund and fire department fund. Budgetary comparison statements have been provided for the general and fire department funds in the required supplementary information.

The basic governmental fund financial statements can be found on pages 9 and 11 of this report.

Notes to the financial statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-side and fund financial statements. The notes to the financial statements can be found on pages 14 through 23 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Township's general fund and fire department budgets on pages 24 and 25.

Government-wide Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of government's financial position. In the case of the Township, assets exceeded liabilities by \$1,284,385 at the close of the most recent fiscal year.

A large portion of the Township's net assets (55 percent) reflects its investment in capital assets (e.g., Township land and buildings, furniture and fixtures, and equipment), less any related debt, \$586,284 at year end, used to acquire those assets that are still outstanding. The Township uses these capital assets to provide services to its citizens, consequently, these assets are not available for future spending.

Net assets restricted for debt service on the sewer project bonds and the township hall comprise 12 percent of total net assets at yearend.

Condensed Financial Information

The table below compares key financial information in condensed format:

	2007	2006
Current Assets	\$ 844,396	\$ 799,978
Capital Assets - Net of Depreciation	714,771	745,899
Total Assets	<u>1,559,167</u>	<u>1,545,877</u>
Other Liabilities	31,295	16,016
Long-term Debt	243,487	285,060
Total Liabilities	<u>274,782</u>	<u>301,076</u>
Net Assets:		
Invested in Capital Assets, Net of Debt	586,284	595,839
Restricted for Debt Service	160,633	181,033
Unrestricted	537,468	467,929
Total Net Assets	<u>\$ 1,284,385</u>	<u>\$ 1,244,801</u>
Revenue:		
Taxes	\$ 235,714	\$ 225,155
State-Shared Revenues	166,798	167,477
Operating Grants	44,500	
Investment Earnings	11,451	6,567
Franchise Fees	3,745	4,025
Other	85,964	45,380
Total Revenue	<u>548,172</u>	<u>448,604</u>
Program Expenses		
General Government	190,448	179,719
Public Safety	271,228	235,568
Public Works	5,043	4,731
Community and Economic Development	16,239	22,807
Other	14,091	14,495
Interest on Long-Term Debt	11,539	13,139
Total Expenses	<u>508,588</u>	<u>470,459</u>
Change in Net Assets	<u>\$ 39,584</u>	<u>\$ (21,855)</u>

Contacting the Township

This financial report is designed to provide the wide variety of users of this document with a general overview of the Township's finances and demonstrate the Township's accountability for the money entrusted to it. If you have any questions regarding this report or need additional financial information, please direct your requests to the Sheridan Township, 13355 29 Mile Road, Albion, Michigan 49224-9428.

**SHERIDAN TOWNSHIP
GOVERNMENT WIDE STATEMENT OF NET ASSETS
MARCH 31, 2007**

	<u>Governmental Activities</u>
ASSETS	
Cash and Cash Equivalents	\$ 534,916
Investments	152,647
Receivables - Net	149,472
Prepaid Insurance	7,361
Capital Assets - Net	<u>714,771</u>
 Total Assets	 \$ <u>1,559,167</u>
 LIABILITIES	
Accounts Payable	\$ 25,458
Accrued and Other Liabilities	5,837
Noncurrent Liabilities	
Due Within One Year	47,843
Due in More Than One Year	<u>195,644</u>
 Total Liabilities	 \$ <u>274,782</u>
 NET ASSETS	
Invested in Capital Assets	\$
Net of Related Debt	586,284
Restricted for Debt Service	160,633
Unrestricted	<u>537,468</u>
 Total Net Assets	 \$ <u><u>1,284,385</u></u>

The notes to the financial statements are an integral part of this statement.

SHERIDAN TOWNSHIP
GOVERNMENT WIDE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED MARCH 31, 2007

Functions/Programs	Program Revenues			Net (Expense) Revenues and Changes in Net Assets
	Expenses	Charges for Services	Operating Grants & Contributions	
Capital Grants & Contributions				
Governmental Activities				
Primary Government				
Governmental Activities:				
General Government	\$ 190,448	\$	\$	\$ (190,448)
Public Safety	271,228	3,650	44,500	(223,078)
Public Works	5,043			(5,043)
Community and Economic Development	16,239			(16,239)
Other	14,091			(14,091)
Interest on Long-Term Debt	11,539			(11,539)
Total Governmental Activities	\$ 508,588	\$ 3,650	\$ -0-	\$ (460,438)
General Revenues:				
Property Taxes				235,714
State-Shared Revenues				122,298
Investment Earnings				11,451
Franchise Fees				3,745
Miscellaneous				82,314
Total General Revenues and Transfers				\$ 455,522
Change in Net Assets				\$ (4,916)
Net Assets - April 1				1,244,801
Net Assets - March 31				\$ 1,239,885

The notes are an integral part of the statements.

**SHERIDAN TOWNSHIP
GOVERNMENTAL FUNDS BALANCE SHEET
MARCH 31, 2007**

	General Fund	Fire Department Fund	Sewer Project Debt Service Fund	Total Governmental Funds
Assets				
Cash and Cash Equivalents	\$ 504,124	\$ 159	\$ 30,633	\$ 534,916
Investments	137,647		15,000	152,647
Receivables	7,025	26,989	115,000	149,014
Due From Other Funds		41,483		41,483
Receivable From State	458			458
Total Assets	\$ 649,254	\$ 68,631	\$ 160,633	\$ 878,518
Liabilities				
Accounts Payable	\$ 16,226	\$ 9,232		\$ 25,458
Accrued Expenses	4,882	955		5,837
Due to Other Funds	41,483			41,483
Deferred Revenue			115,000	115,000
Total Liabilities	\$ 62,591	\$ 10,187	\$ 115,000	\$ 187,778
Fund Balances				
Reserved	\$		45,633	45,633
Unreserved	586,663	58,444		645,107
Total Fund Balances	\$ 586,663	\$ 58,444	\$ 45,633	\$ 690,740
Total Liabilities and Fund Balances	\$ 649,254	\$ 68,631	\$ 160,633	\$ 878,518

The Notes to Financial Statements are an integral part of this statement.

**SHERIDAN TOWNSHIP
GOVERNMENTAL FUNDS
RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL
FUNDS TO STATEMENT OF NET ASSETS
MARCH 31, 2007**

Total fund balance -Total governmental funds	\$ 690,740
Amounts reported for governmental activities in the statement of net assets are different because:	
Capital assets used in governmental activities are not financial resources and are not reported in the governmental fund financial statements.	1,678,253
Accumulated depreciation has not been included in the governmental fund financial statements.	(963,481)
Special assessment receivables are expected to be collected over several years and are not available to pay for current year expenditures.	115,000
Long-term liabilities are not due and payable in the current period and are not reported in the funds.	(243,487)
Prepaid items are not available to pay current-period expenditures and, therefore, not reported in the funds.	<u>7,361</u>
Net assets of governmental activities	\$ <u><u>1,284,385</u></u>

The Notes to Financial Statements are an integral part of this statement.

**SHERIDAN TOWNSHIP
GOVERNMENTAL FUNDS STATEMENT OF REVENUE,
EXPENDITURES, AND CHANGES IN FUND BALANCE
MARCH 31, 2007**

	<u>General Fund</u>	<u>Fire Department Fund</u>	<u>Sewer Project Debt Service Fund</u>	<u>Total Governmental Funds</u>
Revenues				
Taxes	\$ 62,305	\$ 173,409	\$ 20,000	\$ 255,714
Licenses and Permits	18,910			18,910
Federal Grants		44,500		44,500
State Grants	166,798			166,798
Charges for Services		3,650		3,650
Interest and Rentals	8,951		2,500	11,451
Other Revenue	<u>66,987</u>	<u>161</u>		<u>67,148</u>
Total Revenues	\$ <u>323,951</u>	\$ <u>221,720</u>	\$ <u>22,500</u>	\$ <u>568,171</u>
Expenditures				
Current				
General Government	\$ 165,191	\$	\$	\$ 165,191
Public Safety	23,512	241,822		265,334
Public Works	5,043			5,043
Community and Economic Development	16,239			16,239
Other	14,091			14,091
Debt Service	<u>30,411</u>		<u>22,700</u>	<u>53,111</u>
Total Expenditures	\$ <u>254,487</u>	\$ <u>241,822</u>	\$ <u>22,700</u>	\$ <u>519,009</u>
Excess of Revenues Over (Under)				
Expenditures	\$ <u>69,464</u>	\$ <u>(20,102)</u>	\$ <u>(200)</u>	\$ <u>49,162</u>
Fund Balance - April 1	<u>517,199</u>	<u>78,546</u>	<u>45,833</u>	<u>641,578</u>
Fund Balance - March 31	<u><u>586,663</u></u>	<u><u>58,444</u></u>	<u><u>45,633</u></u>	<u><u>690,740</u></u>

The Notes to Financial Statements are an integral part of this statement.

**SHERIDAN TOWNSHIP
GOVERNMENTAL FUNDS
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE TO STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED MARCH 31, 2007**

Net Change in Fund Balance - Total Governmental Funds	\$ 49,162
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; in the statement of activities, these costs are allocated over their estimated useful lives as depreciation.	
Capital asset purchases capitalized	36,529
Depreciation expense	(67,657)
Special assessment revenues are recorded in the statement of activities when the assessment is set; they are not reported in the funds until collected or collectible within 60 days of year end	
	(20,000)
Repayments of bond principal is an expenditure in the governmental funds, but not in the statement of activities (where it reduced long-term debt).	
	41,573
Prepaid items reduce expenses reported in the statement of activities, but are reported as expenditures in the governmental funds because they require the use of current financial resources.	
	<u>(23)</u>
Change in Net Assets of Governmental Activities	\$ <u><u>39,584</u></u>

The Notes to Financial Statements are an integral part of this statement.

**SHERIDAN TOWNSHIP
STATEMENT OF NET ASSETS
FIDUCIARY FUNDS
MARCH 31, 2007**

	<u>Agency Fund</u> <u>Current</u> <u>Tax</u> <u>Collection</u>
ASSETS	
Cash and Cash Equivalents	\$ 46,243
Accounts Receivable - Property Taxes	<u> </u>
Total Assets	<u>\$ 46,243</u>
 LIABILITIES	
Accounts Payable	\$
Due to Other Governmental Units	<u>46,243</u>
Total Liabilities	<u>\$ 46,243</u>

The Notes to Financial Statements are an integral part of this statement.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of Sheridan Township conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant policies used by Sheridan Township:

The Reporting Entity

The Township operates under an elected five-member Board of Trustees and provides services to its more than 2,100 residents. The accompanying general purpose financial statements have been prepared in accordance with criteria established by the Governmental Accounting Standards Board for determining the various governmental organizations to be included in the reporting entity. These criteria include oversight responsibility, fiscal dependency, and whether the financial statements would be misleading if data were not included. In accordance with generally accepted accounting principles, there are no component units to be included in these financial statements.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of activities) report information on all of the nonfiduciary activities of the township and its component units. For the most part, the effect of inter-fund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, generally financed in whole or in part with fees and charges for support. Likewise, the primary government is reported separately from certain legally separate component units for which the township is financially accountable.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONT'D

Fund Financial Statements

The Township segregates transactions related to certain functions or activities in separate funds in order to aid financial management and to demonstrate legal compliance. Separate statements are presented for governmental activities. These statements present each major fund as a separate column on the fund financial statements.

Governmental funds are those funds through which most governmental functions typically are financed. The measurement focus of governmental funds is on the sources, uses and balance of current resources. The Township has presented the following major governmental funds:

General Fund – The general fund is the Township's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

Special Revenue Funds – These funds are used to account for specific governmental revenues (other than expendable trusts and major capital projects) requiring separate accounting because of or regulatory provisions or administrative action. The Fire Department fund is the Townships' only special revenue fund.

Sewer Project Debt Service Fund – The Sewer Project Debt service fund is used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest and related costs in connection with the sewer project.

Measurement Focus/Basis of Accounting

Measurement focus refers to what is being measured; basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurement made, regardless of the measurement focus applied.

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONT'D

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Private-sector standard of accounting issued prior to December 1, 1989, are generally followed in the government-wide financial statements to the extent that those standards do not conflict with standards of the Governmental Accounting Standards Board.

As a general rule, the effect of inter-fund activity has been eliminated from the government-wide financial statements.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue. Likewise, general revenue includes all taxes.

Bank Deposits and Investments

Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity date within three months or less when acquired.

Receivables and Payables

In general, outstanding balances between funds are reported as "due to/from other funds." Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year is referred to as "advances to/from other funds." Any residual balances outstanding between the governmental activities and the business-type activities are reported in the government-wide financial statements as "internal balances."

All trade and property tax receivables are shown as net of allowance for uncollectible amounts. Property taxes are levied on each December 1st on the taxable valuation of property as of the preceding December 31st. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONT'D

Inventories and Prepaid Items

Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future fiscal years and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets, which include property, plant, equipment, infrastructure assets (e.g., roads, bridges, sidewalks, and similar items) are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the Township as assets with an initial individual cost of more than \$500 and an estimated useful life in excess of two years. Such assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Interest incurred during construction of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

Buildings	20 to 40 years
Land Improvements	15 years
Furniture and Fixtures	5 to 20 years
Machinery & Equipment	4 to 10 years
Vehicles	10 years

Long-Term Obligations

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities or business-type activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – CONT'D

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Property Taxes

The Township property tax is levied on each December 1, on the State taxable valuation of property located in the Township as of the preceding December 31st.

Although the Township 2006 tax is levied and collectible on December 31, 2006 it is the Township's policy to recognize revenue from this year's tax levy.

The 2006 State Equalized Valuation of the Township totaled \$75,197,964 and the State Taxable Valuation was \$48,283,250, on which taxes levied consisted of .7985 mills for general operations and 4.5 mills for fire department operations. The total township property tax levy was \$211,890.

NOTE 2 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

Budget Policies

Annual budgets are adopted on a basis consistent with generally accepted accounting principles and State Law for the general fund and special revenue funds. All annual appropriations lapse at fiscal year end. Encumbrances are not employed.

The budget document presents information by fund and function. The legal level of budgetary control adopted by the governing body (i.e., the level at which expenditures may not legally exceed appropriations) is the activity level. Expenditures in excess of amounts budgeted are a violation of Michigan Law. State law permits entities to amend their budgets during the year. Any budget amendments are reflected in the budgetary comparison schedules for the general and fire department funds on pages 24 and 25.

Excess of Expenditures Over Appropriations in Budgeted Funds

<u>Fund</u>	<u>Appropriated</u>	<u>Expended</u>	<u>Variance</u>
General Fund:			
General Government:			
Clerk	\$ 14,300	\$ 14,600	\$ (300)
Professional Services	58,500	59,125	(625)

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 3 - CASH

Michigan Compiled Laws, section 129.91, authorizes the Township to make deposits and invest in the accounts of the federally insured banks, credit unions, and savings and loan associations which have offices in Michigan. The Township is allowed to invest in bonds, securities and other direct obligations of the United States or any agency or instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Township Board has designated three banks for deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 197 has authorized investments in bank accounts and CDs, but not the remainder of State statutory authority as listed above.

The Township's deposits and investment policy are in accordance with statutory authority.

At year-end, the Township's deposits and investments were reported in the following categories:

	<u>Governmental Activities</u>
Cash and cash equivalents	\$ 534,916
Investments	<u>152,647</u>
Total	<u>\$ 687,563</u>

The Breakdown between deposits and investments is as follows:

	<u>Primary Government</u>
Bank deposits (checking accounts, savings accounts, and certificates of deposit)	\$ 534,716
Investments in certificates of deposit	152,647
Petty cash or cash on hand	<u>200</u>
Total	<u>\$ 687,563</u>

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 3 – CASH – CONT'D

The bank balance of the primary government's deposits is \$593,825, of which \$200,000 is covered by federal depository insurance

Investments are categorized into these three categories of credit risk:

1. Insured or registered, or securities held by the Local Governmental Unit or its agent in the government's name;
2. Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the government's name; and
3. Uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the Local Governmental Unit's name.

At year-end, the government's investment balances were categorized as follows:

Primary Government

	Category			Reported Amount (Fair Value)
	<u>1</u>	<u>2</u>	<u>3</u>	
Certificates of Deposit	<u>\$152,647</u>	<u>\$-0-</u>	<u>\$-0-</u>	<u>\$ 152,647</u>

NOTE 4 – RECEIVABLES

Receivables as of year-end for the government's individual major and nonmajor funds, and fiduciary funds in the aggregate, including the applicable allowances for uncollectible accounts, are as follows:

	<u>General Fund</u>	<u>Fire Department Fund</u>	<u>Sewer Project Debt Service Fund</u>	<u>Total</u>
Receivables:				
Taxes	\$ 7,025	26,989		34,014
Special Assessments			115,000	115,000
Other	<u>458</u>			<u>458</u>
Net Receivables	\$ <u>7,483</u>	\$ <u>26,989</u>	\$ <u>115,000</u>	\$ <u>149,472</u>

Governmental funds report deferred revenue in connection with receivables for revenue that is not considered to be available to liquidate liabilities of the current period. At March 31, 2007, \$115,000 of special assessments are unavailable and reported as deferred revenue.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 5 – CAPITAL ASSETS

Capital asset activity of the primary unit for the current year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Government Activities				
Capital Assets Not Being Depreciated				
Land	\$ 2,000		\$	\$ 2,000
Capital Assets Being Depreciated				
Buildings	670,466			670,466
Land Improvements	8,143			8,143
Furniture & Fixtures	62,286	1,545		63,831
Machinery and Equipment	162,685	34,984		197,669
Vehicles	736,142			736,142
Subtotal	1,639,722	36,529		1,676,251
Less Accumulated Depreciation	895,823	67,657		963,480
Net Capital Assets Being Depreciated	743,899	(31,128)		712,771
Government Activities Total				
Capital Assets-Net of Depreciation	\$ 745,899	\$ (31,128)		\$ 714,771

Depreciation expense was charged to programs of the primary government as follows:

Governmental Activities:	
General Government	\$ 26,796
Public Safety	40,861
Total Governmental Activities	<u>\$ 67,657</u>

NOTE 6 - INTERFUND RECEIVABLES AND PAYABLES

The amounts of interfund receivables and payables are as follows:

Fund	Interfund Receivable	Fund	Interfund Payable
Fire Department	\$ 41,483	General	\$ 41,483

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 7 – LONG-TERM DEBT

The government issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the government. County contractual agreements and installment purchase agreements are also general obligations of the government. Special assessment bonds provide for capital improvements that benefit specific properties, and will be repaid from amounts levied against those properties benefited from the construction. In the event that a deficiency exists because of unpaid or delinquent special assessments at the time a debt service payment is due, the government is obligated to provide resources to cover the deficiency until other resources (such as tax sale proceeds or a re-assessment of the district) are received. Revenue bonds involve a pledge of specific income derived from the acquired or constructed assets to pay debt services.

Bond and contractual obligation activity can be summarized as follows:

	Interest Rate	Principal Matures	Beginning Balance	Additions (Reductions)	Ending Balance	Due Within One Year
Governmental Activities						
Sewer Project Contract Payable	2.00%	1-1-12	\$135,000	(\$20,000)	\$115,000	\$25,000
Capital Lease Payable	5.89%	4-1-11	<u>150,060</u>	<u>(21,573)</u>	<u>128,487</u>	<u>22,843</u>
Total Government Activities			<u>285,060</u>	<u>(\$41,573)</u>	<u>\$243,487</u>	<u>\$47,843</u>

Annual debt service requirements to maturity for the above obligations are as follows:

<u>Year End</u>	<u>Governmental Activities</u>	
	<u>Principal</u>	<u>Interest</u>
2008	47,843	9,868
2009	44,189	8,022
2010	50,613	6,198
2011	47,122	4,439
2012	<u>53,720</u>	<u>1,942</u>
Total	<u>\$243,487</u>	<u>\$ 30,469</u>

NOTE 8 – PENSION

The Township has an informal pension policy where three full-time firemen are paid 3% of their wages annually, at the beginning of the fiscal year, with the intent that this be deposited into an IRA.

SHERIDAN TOWNSHIP
NOTES TO FINANCIAL STATEMENTS

NOTE 9 - RISK FINANCING

The Township is exposed to various risks of loss related to theft of, damage to, and distribution of assets; errors and omissions; and injuries to employees. The Township purchases insurance from independent third parties for claims relating to general liability, excess liability, auto liability, errors and omissions, physical damage (equipment, building and contents) and workers' compensation. Settlement amounts have not exceeded insurance coverage for the current or three prior years.

**SHERIDAN TOWNSHIP
BUDGETARY COMPARISON SCHEDULE
GENERAL FUND
FOR THE YEAR ENDED MARCH 31, 2007**

	Original Budget	Amended Budget	Actual	Variance With Amended Budget
Beginning of Year Fund Balance	\$ 30,000	\$ 30,000	\$ 517,199	\$ 487,199
Resources (Inflows)				
Taxes and Penalties	57,195	57,195	62,305	5,110
Licenses and Permits	17,000	30,500	18,910	(11,590)
State Grants	173,921	174,294	166,798	(7,496)
Interest and Rentals	3,071	2,500	8,951	6,451
Other Revenue	10,000	10,000	66,987	56,987
Proceeds from Lease Financing	3,500	3,500		(3,500)
Amounts Available for Appropriation	<u>294,687</u>	<u>307,989</u>	<u>841,150</u>	<u>533,161</u>
Charges to Appropriations (Outflows)				
General Government:				
Township Board	3,600	3,600	3,600	-0-
Supervisor's Office	14,000	13,700	13,500	200
Elections	3,500	3,500	3,134	366
Assessor	500	500		500
Clerk's Office	14,000	14,300	14,600	(300)
Board of Review	1,800	1,800	1,500	300
Treasurer's Office	15,000	15,000	14,000	1,000
Township Hall	71,100	71,100	54,366	16,734
Professional Services	52,500	58,500	59,125	(625)
Unallocated	30,000	25,000	1,366	23,634
	<u>206,000</u>	<u>207,000</u>	<u>165,191</u>	<u>41,809</u>
Public Safety:				
Inspections	12,000	25,500	23,512	1,988
Public Works:				
Road Maintenance	10,300	10,300	650	9,650
Street Lighting	4,500	4,500	4,393	107
	<u>14,800</u>	<u>14,800</u>	<u>5,043</u>	<u>9,757</u>
Community and Economic Development:				
Planning Commission	14,400	14,400	8,163	6,237
Zoning	11,800	11,800	5,550	6,250
Economic Development	7,000	7,000	2,526	4,474
	<u>33,200</u>	<u>33,200</u>	<u>16,239</u>	<u>16,961</u>
Other:				
Payroll Taxes	8,400	8,400	5,170	3,230
Insurance and Bonds	14,960	14,960	8,921	6,039
	<u>23,360</u>	<u>23,360</u>	<u>14,091</u>	<u>9,269</u>
Debt Service	30,412	30,412	30,411	1
Total Charges to Appropriations	<u>319,772</u>	<u>334,272</u>	<u>254,487</u>	<u>79,785</u>
Budgetary Fund Balance - March 31	\$ <u>(25,085)</u>	\$ <u>(26,283)</u>	\$ <u>586,663</u>	\$ <u>612,946</u>

**SHERIDAN TOWNSHIP
BUDGETARY COMPARISON SCHEDULE
MAJOR SPECIAL REVENUE FUNDS - FIRE DEPARTMENT FUND
FOR THE YEAR ENDED MARCH 31, 2007**

	Original Budget	Amended Budget	Actual	Variance With Amended Budget
Beginning of Year Fund Balance	\$ 6,900	\$ 6,900	\$ 78,547	\$ 71,647
Resources (Inflows)				
Taxes and Penalties	166,000	166,000	173,409	7,409
Federal Grants	61,469	61,469	44,500	(16,969)
Charges for Services	7,000	7,770	3,650	(4,120)
Other Revenue			161	161
Amounts Available for Appropriation	<u>241,369</u>	<u>242,139</u>	<u>300,267</u>	<u>58,128</u>
Charges to Appropriations (Outflows)				
Public Safety:				
Fire Department:				
Personal Services	121,938	121,443	118,089	3,354
Insurance	59,611	58,611	58,523	88
Utilities	7,200	6,300	5,537	763
Repairs and Maintenance	3,000	5,100	4,191	909
Other Supplies and Expense	7,650	7,945	6,371	1,574
Capital Outlay	<u>2,000</u>	<u>62,112</u>	<u>49,111</u>	<u>13,001</u>
Total Charges to Appropriations	<u>201,399</u>	<u>261,511</u>	<u>241,822</u>	<u>19,689</u>
Budgetary Fund Balance - March 31	<u>\$ 39,970</u>	<u>\$ (19,372)</u>	<u>\$ 58,445</u>	<u>\$ 77,817</u>

Jay E. Cardinal, CPA
Randall L. Tepatti, CPA
Steven W. Shults, CPA
Thomas J. Bellgraph, CPA

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE
AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS

June 15, 2008

Honorable Board Members
Sheridan Township
13355 29 Mile Road
Albion, MI 49224

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Sheridan Township, Albion, Michigan, as of and for the year ended March 31, 2007, in accordance with auditing standards generally accepted in the United States of America, we considered Sheridan Township's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the following deficiencies to be significant deficiencies in internal control.

1. PREPARATION OF FINANCIAL STATEMENTS

Governmental entities are required to prepare financial statements in accordance with generally accepted accounting principles (GAAP). Responsibility for the financial statements of the Township rests with the Township management. The preparation of financial statements in accordance with GAAP requires internal control over both (1) recording, processing, and summarizing accounting data (i.e., maintaining internal accounting records), and (2) reporting government-wide and fund financial statements, including the related note disclosures (i.e., external financial reporting).

It is common for many small to medium-sized governments to rely on the independent auditors in the preparation of the government-wide and fund financial statements, as well as the related notes to the financial statements, as part of its external financial reporting process. As a result, a government's ability to prepare financial statements in accordance with GAAP has typically been based, in part, on its reliance on the independent auditors. By definition, independent auditors cannot be part of the government's internal controls.

The condition noted in the preceding paragraph exists at Sheridan Township. The cause for this condition is simply because it is more cost effective to outsource the preparation of its annual financial statements to the independent auditors than to incur the time and expense of having the employees and/or management obtain the necessary training and expertise required to perform this task internally.

As a result of this condition, the employees and/or management do not possess the qualifications necessary to prepare the Township's annual financial statements and notes to the financial statements in accordance with GAAP. The Township relies, in part, on the independent auditors for assistance with the preparation of annual financial statements and related notes to the financial statements in accordance with GAAP.

We recommend the Township consider the proper training for the appropriate staff members to assure that they are able to fully understand what goes into the preparation of the annual audited financial statements and so that they can take responsibility for the preparation of the annual audited financial statements, assure there are no material misstatements, and assure there are appropriate disclosures in accordance with accounting principles generally accepted in the United States of America.

2. DETERMINATION OF ACCOUNTS RECEIVABLE AND ACCOUNTS PAYABLE

During the course of our audit, we have annually performed a search for unrecorded receivable and payable amounts. As a result of that search, journal entries were suggested to the Township's management for entry into the general ledger. In many instances, the suggested receivable and payable amounts would be considered material to the Township's financial statements.

We recommend the Township make determinations of accounts receivable and accounts payable amounts by fund as part of their year-end closing procedures. Documentations supporting the receivable and payable amounts recorded in the general ledger should be retained for audit purposes.

3. MATERIAL JOURNAL ENTRIES PROPOSED BY AUDITORS

Material journal entries to properly account for transactions that occurred during the year were proposed by the auditors. These misstatements were not detected by the Township's internal control over financial reporting. Statement on Auditing Standards No. 112 (SAS 112), *Communicating Internal Control Related Matters Identified in an Audit*, emphasizes that management is responsible for establishing, maintaining, and monitoring internal controls, and for the fair presentation in the financial statements of financial positions, results of operations, and cash flows (when applicable), including the notes to financial statements, in conformity with U.S. generally accepted accounting principles. The auditors cannot be a part of internal controls.

We recommend that the Township take steps to ensure that material journal entries are not necessary at the time future audit analysis is performed.

A material weakness is a significant deficiency, or combination of significant deficiencies, that result in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies and, accordingly, would not necessarily disclose all significant deficiencies that are also considered to be material weaknesses. We consider the deficiencies identified as comments 1, 2, and 3 to be material weaknesses in internal control over financial reporting.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Township's financial statements are free of material misstatements, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly we do not express such an opinion. The results of our tests disclosed the following instance of non compliance:

LATE FILING OF ANNUAL AUDIT REPORT

Sheridan Township is required by PA 2 of 1968 to file their fiscal year audit report with the State of Michigan within six months of their year end.

We recommend that the Township file their annual fiscal year audit report within the required time period.

This report is intended solely for the use of management and the Township Board of Sheridan Township and is not intended to be and should not be used by anyone other than these specified parties.



Cardinal Tepatti & Co.
Certified Public Accountants